# Inmate Visitation

## 1009.1 PURPOSE AND SCOPE

The purpose of this policy is to establish rules for visitation and to provide a process for inmate visits and visitors. Visitation is a privilege and is based on space availability, schedules and on-duty staffing. Visitation is by remote access from home or a visitation station located in correctional options.

## 1009.2 POLICY

The Chief Deputy of Corrections shall develop written procedures for inmate visiting, which shall provide for as many visits and visitors as facility schedules, space and number of personnel will reasonably allow, with no fewer visits allowed than those specified per week, by type of facility. These procedures are subject to safety and security requirements.

Court orders granting a special inmate visitation are subject to county legal review and interpretation.

## 1009.3 PROCEDURES

The Office has provided adequate space for visiting in the correctional options building. Personal items that are not allowed in the visiting area must be stored in the provided locker or a personal vehicle.

Limitations on the number of visitors an inmate may receive, including the length of those visits, is determined by:

- The facility’s schedule.
- The space available to accommodate visitors.
- Whether an emergency or other conditions justify a limitation in visiting privileges.

Personal items are not allowed in the visitation area. It is strongly suggested that you limit what you have and leave items in a locked vehicle. Limited storage is available in small lockers located directly outside the Options building at no charge and is subject to availability.

Corrections staff will not hold or store personal items.

- Electronic devices to include, games, tablets, cellular phones, I-Pods, etc. will not be allowed within the facility. Appropriate clothing must be worn when entering the visitation area.
- Minors are not allowed within the correctional options building.
- **Corrections staff reserve the right to terminate or deny visitation at anytime.**

The visiting area shall accommodate inmates and visitors with disabilities. Visitors with disabilities who request special accommodations shall be referred to a supervisor. Reasonable accommodations will be granted to inmates and disabled visitors to facilitate a visitation period.

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Visitor logs and records shall be developed and maintained in accordance with established records retention schedules (WAC 44-14-03005).

Notice of banned items will be posted at all public entries.

1009.3.1 VISITOR REGISTRATION AND IDENTIFICATION
Failure or refusal to provide a valid identification is reason to deny a visit.

## 1009.4 AUTHORIZATION TO SEARCH VISITORS AND VEHICLES

Individuals who enter the secure perimeter of jail facilities are subject to search if there is reasonable cause to believe the visitor has violated the law, is wanted by a law enforcement agency, or there is reasonable cause to believe the visitor is attempting to bring contraband onto the facility property or into the facility. All searches shall be made in accordance with current legal statutes and case law.

## 1009.5 VISITING SCHEDULE

The Chief Deputy of Corrections shall designate a person to develop a schedule for inmate visitation that includes daytime, evening, and weekend hours. Each inmate shall receive a copy of the visitation schedule in the inmate handbook at orientation. The visiting hours will also be posted in the public area of the facility.

## 1009.6 DENIAL OR TERMINATION OF VISITING PRIVILEGES

Visitation may be denied or terminated by a supervisor if the visitor poses a danger to the security of the facility or there is other good cause, including, but not limited to, the following:

(a) The visitor appears to be under the influence of drugs and/or alcoholic beverages.

(b) The visitor refuses to submit to being searched before entering a secure area of the correctional facility.

(c) The visitor or inmate violates facility rules or posted visiting rules, e.g. arriving late for a visit.

(d) The visitor fails to supervise and maintain control of any minors accompanying him/her into the facility.

(e) Visitors attempting to enter this facility with contraband will be denied a visit and may face criminal charges.

Any visitation that is denied or terminated early, on the reasonable grounds that the visit may endanger the security of the facility, shall have the actions and reasons documented. A copy of the documentation will be placed into the inmate's file and another copy will be forwarded to the Chief Deputy of Corrections.

## 1009.7 GENERAL VISITATION RULES

All visitors and inmates will be required to observe the following general rules during visitation:

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### 1009.8 SPECIAL VISITS

The Shift Supervisor may authorize special visitation privileges. The Shift Supervisor, who authorizes the special visit, will take into consideration the following factors:

- The purpose of the visit
- The relationship of the visitor to the inmate
- The circumstances of the visit
- Distance traveled by the visitor

Whenever a special visit is denied, an entry into the duty log will be made. The entry will include the requesting visitor’s name and the reason why the visit was denied.

### 1009.9 ATTORNEY VISITS

Inmates shall have access to any attorney retained by or on behalf of the inmate, or to an attorney the inmate desires to consult, in a private interview room. Staff shall not interfere with, suspend or cancel official visits except in circumstances where the safety, security or good order of the facility is compromised (see the Inmate Access to Courts and Counsel Policy).

### 1009.10 PROFESSIONAL VISITS

Inmates should have access to professional visits from clergy, counselors, educators and evaluators who are mandated by law to have access to their clients. Staff shall not interfere with, suspend or cancel official visits except to maintain order.

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